# Board of Selectmen Regular Meeting Minutes of December 15, 2014

## I. Call to Order/Roll Call

Chairman Kowalski called the Regular Meeting of the Board of Selectmen to order at 7:04 P.M. in the Board of Selectmen's Room in the Town Offices. Present from the Board of Selectmen: Alex Vispoli-Y, Brian Major-Y, Mary O'Donoghue-Y, and Dan Kowalski-Y. Also present: Town Manager Buzz Stapczynski and Town Clerk Larry Murphy. The meeting was duly posted and cablecast live.

## II. Opening Ceremonies

Chairman Kowalski led the meeting in a Moment of Silence and Pledge of Allegiance.

## III. Communications/Announcements/Liaison Reports

The Town Manager made the following announcements:

- ~ The Board of Selectmen and the Economic Development Committee will meet on Thursday, December 18th at 8:00 A.M. to discuss the Transit-Orient Overlay District.
- ~The Ledge Road Landfill presentation is scheduled for January 21st at 7:00 P.M. Neighbors, abutters, and Finance Committee will be notified.

Town Clerk Larry Murphy reported that nomination papers for the March 21, 2015 Town Elections are available in his office and the deadline to return nomination papers is Tuesday, February 3, 2015 by 5:00 P.M.

Alex Vispoli attended the Town IT Advisory Meeting last week and is pleased to report that all new members of the Advisory Board have IT-management/backgrounds, they asked good questions and appear to be a good fit meshing well together. The Advisory team suggested they develop a Charter for the Board of Selectmen's approval and also discussed strategies to revise the Town's website working together with Paul Puzzanghera.

There are a few openings still available on the Economic Development Committee (EDC). The EDC is particularly looking for business owners or those who work in a business located in Andover, be it a large, medium, or a small company. Interested parties can contact the Town Manager's Office and also fill out a Talent Bank Form available on the Town's website at www.andoverma.gov.

The Town Manager announced that Phillips Academy Headmaster John Palfrey contacted him today to inform him that Phillips is contributing \$500,000 to the Andover Youth Foundation Fundraiser towards the completion of the Andover Youth Center specifically the Media Center currently under construction. The Town Manager thanked Phillips Academy for their very generous gift.

## IV. <u>Citizens Petitions and Presentations</u>

John Pasquale, 47B Whittier Court advised the Board of Selectmen to engage in strategic thinking and not to underestimate the person(s) they are talking with. He suggested they think strategically ahead about what the Town is facing over the next several years and to get the big projects done.

## V. Regular Business of the Board

## A. <u>Tennessee Pipeline Route</u>

The Town Manager reported on the results of the discussions and meetings last week on the pipeline. Kinder-Morgan has redirected the pipeline route by three miles proposing instead to use the National Grid easement. The Fishbrook area has been removed from the equation as has the Wood Hill/High Plain Elementary School area as Kinder-Morgan has proposed structuring the pipeline through the National Grid right-of-way. National Grid wants to expand their electrical poles on that site so it remains to be seen if their easement will be available. Organized groups to stop the pipeline are still meeting to strategize on how to combat the proposed pipeline, and Tennessee Gas will continue to hold public meetings to address concerns in 2015.

Alex Vispoli said the key is to keep advocating as voices need to be heard. The proposal is still not acceptable as the easements will affect private property owners, so abutters and residents need to continue to express their concerns.

John Hess, 145 Chestnut Street, congratulated the Town Manager and the Board of Selectmen on their efforts to change the proposal and advised that the route could be changed again. Some neighbors have started to request more information and he will help organize meetings with neighbors and said there is a page on Facebook called Andover Pipeline Awareness providing helpful information.

#### B. FY-2016 Tax Levy Continued

The Board continued their discussion on the FY- 2016 Tax Levy. Dan Kowalski talked about the anticipated 1.1 excess tax levy capacity and the Town Manager distributed a Revenue and Expenditure Projection Sheet showing what the projected increase in revenues/expenditures would be from 2014 through 2016 along with his anticipated preliminary operating budgets for the town and school budgets of \$71,243,580 (School) and \$38,498,788 (Town) and the Board of Selectmen's requested preliminary budget numbers of \$72,556,526 (School) and \$36,175,001 (Town). The Town Manager wants to see the presentation of the Departmental Budgets and noted that a 2.33% increase would barely cover modest COLA and step increases. Utility expenses will be monitored as they won't have the resources for any extra items if utilities increase. The Town Manager talked about OPEB and Health Insurance liabilities and said that OPEB will increase some, Health Insurance bids are expected to come in this week, and Ken Lombardi will give a presentation to the Board in January. They expect savings in energy costs through changes in electrical systems, lighting, kilowatts usage, etc. Dan Kowalski

suggested Department Heads provide their cost savings ideas. Alex Vispoli would like an analysis on vehicles to determine if we can garner savings there. It is important that they work with the School Department to lock in on revenues and spending and to be more efficient and provide better direction for an easier process going into Town Meeting. There are still several unknowns relating to the budget and they will know more as the process progresses.

The Board discussed what to do with the excess tax levy, long-term liabilities, and how to do things differently. They asked that the Town Manager to show them where the variables and drivers are, and to allow the Board to enter a number to see how it changes the budget / tax dollars and to also show how reductions in the budget will impact services to the community. Mary O'Donoghue said looking at what the budget numbers would be at various levy limits would be very helpful.

### C. Retirement Board

The Town Manager reported that the Retirement Board provided several variations of funding schedules and voted to schedule an 8% increase for FY16-32 which at that point the liability would be fully funded (OPEB) and then the percentage of funding would be reduced and a new baseline established. At the Retirement Board meeting Kathy Crowley provided a draft of the Actuarial Report and the Town Manager has since met with staff to develop scenarios to reduce the funding date. The final report will be available on the Town website which endorses 2032 as the fully funded date. The Board talked about various changes to the funding schedule, using revenue from the operating budget, working with our legislative delegation to implement changes in the retirement policy, and establishing an on-going OPEB Advisory Committee. The Board would also like to see a Health Insurance Report separating out costs for current employees and retirees instead of being displayed as one lump sum.

#### D. **OPEB**

The Town Manager recommends earmarking \$1M from the budget towards funding OPEB and that that they work with the Retirement Board to rethink health insurance option for part time employees. The Board would like to see a five person Advisory Committee formed by February with development of a charter and timeline. The OPEB Advisory Committee (OAC) would be made up of five knowledgeable individuals including the Finance Director. The Advisory Committee would continue to look at reforms for OPEB, explore what other communities are doing and share immediate steps to be taken to address the liability.

Audience: Greg Sebasky suggested they look at the MMA's recommendation report which includes 12 points on the OPEB liability including identifying the magnitude of the liability and identifying what you need to do to complete the task. Do not cut off your power to take action and don't take an under-ride option to Town Meeting. Bob Landry, Seminole Circle, thinks the makeup of the OAC should initially be appointed by the Board of Selectmen using the resources they have available. Last year they asked Ken Lombardi to provide tiers of what the cost of benefit levels would be for variable deductibles (i.e,

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\$1,000, \$2,000), and he would like to see an update on the PEC Fund and what impact a 10% reduction would look like.

The Town Manager was asked if they have any rights to negotiate with the Retirement Board and if they have unilateral rights. The Town Manager said they have unilateral rights to set the schedule and an obligation to look at health insurance benefits for part-time employees. It is their legal responsibility to fund what the Retirement Board's decision is, and they cannot override the decision. Chris Cooke of North Street said there are other things the Board can do such as changing the membership to full time employees only, offering a deferred compensation plan, and developing a bylaw change or amendment. The Town of Harvard changed their bylaw to give the Board of Selectmen the power to set pension parameters; although it is a Home Rule solution it may not pass in the State Legislature, but it still makes a statement.

### VI. All Other Business

Mary O'Donoghue brought up the Town Manger's evaluation and the online evaluation model to be completed within the first two weeks in January. Alex Vispoli said there are only five Board members and they should be able to complete the evaluation much quicker without submitting the evaluation on line, and feels the process is getting elongated. The evaluation relates to the Town Manager's calendar year performance and the evaluation of his goals and objectives is based on a fiscal year (July 1 – June 30).

# VII. Appointments and Re-Appointments

On a motion by Mary O'Donoghue and seconded by Alex Vispoli, the Board voted 4-0 that the following appointments by the Town Manager be approved:

Department	Position	Rate	Eff. Date
Department of Community Services			
Rachael Cormier	Basketball Referee-PT	C2A/\$8.00	12/2/14
Emily Hospeler	Basketball Referee-PT	C2A/\$8.00	12/2/14
Meghan Stickney	Basketball Referee-PT	C2A/\$8.00	12/5/14
Christine Williams	Cooking Instructor	Flat Rate \$252.00	12/1/14
Department of Elder Services			
Shawna McCloskey	<b>Transport Coordinator</b>	IE-12/\$23.307	12/08/14
George Perakis	Substitute Driver-PT	IE-6/\$16.78	12/16/74
Municipal Services Department			
Dean Voyer	Laborer-Temp/Seasonal	Temp \$14.00	12/22/14
Department of Information Technology			
Donald Miller Senior Application Specialist- PT		I-26/\$46.12	12/15/14
Conservation Overseers – Term to expire 6/30/17			
Gina Perimian – Retelle Reservation			

John Mahlebjian – John and Marie Boloian Chandler Rd Sylvia Mahlebjian - John and Marie Boloian Chandler Rd Andy Menezes – Belmont Park, Serio/Shawsheen Pines (Reichhold #2) John Boloian – John and Marie Boloian Chandler Road Tim Turbett - Haggetts Pond Earl Efinager – Hussey Reservation Alan French – Mary French Reservation

## <u>Greater Lawrence Sanitary District – Term expires 6/30/15</u>

Christopher Cronin Town Representative 12/16/14 (Municipal Services Director) (v. M. Gray)

#### VIII. **Approval of Minutes from Previous Meetings**

On a motion by Brian Major and seconded by Mary O'Donoghue, the Board voted 4-0 to approve the Regular Meeting Minutes of November 17, November 24, and December 1, 2014 as presented.

#### X. Adjournment

At 9:32 P.M. on a motion by Brian Major and seconded by Mary O'Donoghue, the Board of Selectmen unanimously voted to adjourn. Roll call: Alex Vispoli-Y, Brian Major-Y, Mary O'Donoghue-Y, and Dan Kowalski-Y.

Respectfully submitted,

Dee DeLorenzo **Recording Secretary** 

Documents: Letter from John Palfrey, Head of Schools, Phillips Academy

Town Manager's Revenue & Expenditure Projections

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